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CONFIDENTIAL

MEMORANDUM FOR: Chief, Supply Division,
Office of Logistics

FROM : Chief, Technical Accounting Staff,
Office of the Comptroller

SUBJECT : Interpretation of the Property Authorization Control
Procedure.

1. The Office of Communications requested this Office to devise a means whereby materiel could be withdrawn from stock, utilized for test and evaluation purposes and returned to stock without having the Office of Communication's property authorization charged for the materiel.

2. In view of the foregoing the following suggestions are set forth regarding requisitions for materiel to be utilized for test and evaluation purposes:

a. Allocation Code 03 be expanded to cover the issuance of materiel for test and evaluation purposes or in lieu thereof a new allocation code be established.

b. Requisitions for materiel for test and evaluation purposes should bear the notation, "This materiel is for test and evaluation purposes only. Do not charge Property Authorization". The notation on the requisition will provide a means of notifying the Office of Logistics that Allocation Code 03 or a new one in lieu thereof be utilized.

c. Such materiel would be issued on a Memorandum Receipt for a period not to exceed 90 days. If not returned at the end of 90 days the using office would be notified that its property authorization was being charged for the cost of the materiel previously issued on Memorandum Receipt. If circumstances warrant an extension of time for testing and evaluation, such extension would be granted upon request, not to exceed an additional 90 days.

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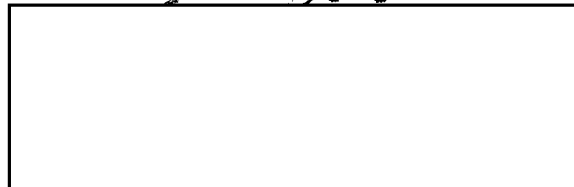
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3. The above suggestions are submitted for your concurrence since it is not the intent of [] that property authorization allotments should be charged for materiel used for test and evaluation purposes. If concurred in by your Office, it is understood that you will take action to notify other affected components of the applicable procedure. Please furnish this Office with a copy of the release issued for this purpose.

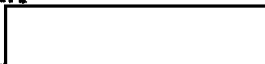
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CONCUR:

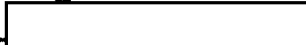
15/ NOTED



Budget Division

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18/ Noted



Office of Logistics

4/30/57

Date

16 Feb 57

Date

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TAS/LIM/mlc(29 April 1957)
Distribution:

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2 APR 1957

Chief, Finance Division

Acting Chief, Technical Accounting Staff

Definition of Baggage and Household Effects

REF: Your memorandum, with attachments, dated 20 March 1957,
same subject

1. Review of the referenced papers discloses a conflict in the definition of baggage contained in paragraph 17b of [] and paragraph 2 of [] Baggage.

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2. The handbook specifically excludes furniture and other items of household goods and effects. Consequently the cost of shipping as baggage infants cribs, nursery chairs and similar essential items has been disallowed for the reason that such are classified as household goods.

3. The definition of baggage contained in [] conforms to paragraph 134.1 of the Foreign Service Manual which provides that the employee may be reimbursed for excess baggage charges upon justification of the necessity therefor. Such justification may cite such factors as climate, duration of journey, needs enroute, immediate use at destination, or nature of travel.

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4. [] have been recently revised to permit payments of fees or tips paid to porters or baggage men for handling baggage at terminals, not to exceed customary local rates. The revised regulations have been coordinated and are being prepared for issuance. This Office has requested, with the concurrence of the Office of Logistics, that paragraph 17b of [] be included as a rescission.

5. The foregoing rescission will permit an administrative determination to be made in each instance when a claim is presented for the shipment of infants cribs, nursery chairs, etc., as excess baggage relative to the necessity thereof. The Finance Division shall be responsible to determine that satisfactory justification has been presented with respect to immediate needs at destination of personal effects shipped as excess baggage.

6. The Office of Logistics advises that the Department of the Army permits the shipment of infants cribs as excess baggage.

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TAS/ELM/ss(1 April 1957)

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1 - Addressee 1 - TAB Reading

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